Regular Board Meeting Minutes May 6, 2020

The Litchfield Park District Board of Commissioners met on Wednesday, 6th of May 2020 at the Litchfield Community Center, located at 1100 South State Street, in Litchfield, Illinois.

President Heyen called the meeting to order at 7:00 PM.

Roll Call - Present: Jeff Heyen, Renee Wynn, Brian Kulick, Sherry Berschneider, Shane Grammer Absent: Bob Corrado, Rusty Chambers

Recognized guests Chris Bates and Ron Bloom rescheduled for June 2020 meeting.

Motion to accept the minutes from March 2020 was made by S. Grammer, seconded by B. Kulick, all in favor. April 2020 meeting was canceled due to COVID 19 restrictions.

Financial Reports (as of 3/31/20)

Monthly Balance Corp. - \$137,222.47 & Rec. - \$53,708.88 Receipts/Deposits Bills/Disbursements Profit and Loss Year to Date Profit and Loss Between Fiscal Years

Motion to accept financial reports was made by B. Kulick, seconded by S. Grammer, all in favor.

Committee Reports

Park Maintenance by Rusty Chambers

• A citizen called inquiring the need to put rock at the Walton Park boat ramp. Director Bryant checked it out and got an estimate of \$280 (under \$300). Our maintenance guys will put it down.

Ball Parks by Sherry Bergschneider

• The ball parks remain locked up via Governor's shelter in place order. All fields continue to be maintained, and the red ball field dirt has been ordered. S. Bergschneider no longer recommends applying Turface as it does not maintain well without a groomer but to check out. President Heyen advised Director Bryant to check with dirt company and proceed as they suggest.

Community Center by Renee Wynn

• Since our last meeting, our maintenance staff installed the ceiling fans. We have gone as far as we can pending the recent request for more funds from the Kilton Fund.

Recreation/Reinvesting by Bob Corrado

• All of the Walton Park concerts have been scheduled. We did not order a banner from Pepsi because of the uncertainty with what is going on with the State being closed. Our June band, Big Shake Daddies, has been tentatively rescheduled for September. Director Bryant suggested to schedule for July, August, and two in September. All agreed to this with social distancing guidelines.

Financial by Brian Kulick

- The annual budget review has been postponed until our July meeting to allow time to determine community center bookings, pool opening, etc. The budget is prepared and ready but may need some revision before voting. B. Kulick advised all looks good.
- Our annual audit will be conducted this month. Patton and Company is again conducting our audit, and we had to take our documentation to them.
- We have received three checks from IPRF insurance amounting to approximately \$5500.00. These funds will help offset the loss in rental revenue from the Community Center.

Pool by Shane Grammer

• We have been moving forward with opening the pool. Maintenance has cleaned the pool, employee interviews have been conducted, and Dan Heise has completed his part (cost of \$250.00). We are looking to fill the pool on May 18th (cost of about \$1000.00), and Midwest Pool will complete the pool opening process on May 22nd (cost of about \$1000.00). Need to decide if and when to open. All agreed to be prepared, and opening date shall be dependent on State restrictions.

Old Business:

- With regard to closing date of the pool, discussion shall be tabled due to current State restrictions.
- Out maintenance vehicles are in poor condition and need to be replaced. Director Bryant has checked with federal surplus may be able to purchase from them. He has included \$5000.00 in the budget for this. B. Kulick made motion for Director Bryant to proceed. R. Wynn seconded. All in favor. President Heyen directed roll call, and all voted yes.
- Unless otherwise suggested, our annual meeting dates shall remain the first Wednesday of each month. R. Wynn made motion to leave as is. B. Kulick seconded. All in favor. President Heyen directed roll call, and all voted yes.
- We received \$4000.00 from Big Dawg Dare Fund for rip rap work to be done at Walton Park. The total cost is around \$7600.00, and as discussed, we shall request the remaining balance from the Ritchie Fund.

New Business:

- The Baker Trust Fund application is due by May 15th. Last year, they gave us \$500.00 for one dive-in movie. B. Kulick suggested we ask for books to give away at our Christmas Party. Director Bryant agreed to ask for \$500.00 for these books.
- We have an opportunity to get a solar system for the Community Center from A & D Electric for \$1500.00 installed. Doing this would save about \$75-\$100 per month, and we have funds available to purchase. S. Grammer made motion to purchase. B. Kulick seconded. All in favor. President Heyen directed roll call, and all voted yes.
- The Park District has ben approached by the YMCA to be able to use part of the Community Center for summer camps this year. This would be in conjunction with Litchfield Unlimited. They are looking at two one-week sessions in July and will limit their camps to 20 youths or less. R. Wynn made motion to allow. S. Grammer seconded. President Heyen directed roll call, and all voted yes.

Executive Session:

- President Heyen asked for motion to enter Executive Session to discuss and decide on annual employee compensation. S. Grammer made motion to do so. B. Kulick seconded. All in favor. President Heyen directed roll call, and all voted yes.
- President Heyen asked for motion to end Executive Session and bring in employees Director Bryant and Assistant Kathy Painter. S. Grammer made motion. B. Kulick seconded. President Heyen directed roll call. All voted yes.
- R. Wynn made motion to grant employees Sterling Painter, Michael Boerckel, Sean Smith, Steve Bryant, Kathy Painter, and Teresa Komor hourly increases of 5%. Minimum wage of lifeguards under 18 years old increases to \$8.00 an hour 1/1/20 and stays for the season. One lifeguard under 18 years old returning with over two years of service will make \$8.50 an hour. For those lifeguards 18 years old and older, hourly wage increases to \$9.25 an hour 1/1/20 and to \$10.00 an hour 7/1/20. Assistant Managers will make \$10.00 an hour 1/1/20 and increase to \$11.00 an hour 7/1/20. The Assistant Manager returning with over two years of service will make \$10.50 an hour 1/1/20 and \$11.50 an hour 7/1/20. R. Wynn also made motion to leave the personal days sand Christmas bonuses the same. S. Grammer seconded all said by R. Wynn. All in favor. President Heyen directed roll call. All voted yes.

Adjournment: S. Grammer made motion to adjourn. B. Kulick seconded. All in favor. 8:18 PM

2020-2021	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	FY
Jeff Heyen													
Shane Grammer													
Brian Kulick													
S. Bergschneider													
Renee Wynn													
Rusty Chambers													
Bob Corrado													

Commissioners' \$150 allotment for fiscal year: